

# **Frequently Asked Questions (FAQ)**

## **Preservation of Vegetation Requirements:**

### **Q.1 Why does Zoning require Preservation of Vegetation?**

A.1 In accordance with [ULDC Article 2.G.4.N.2](#), the Zoning Director may require preservation and maintenance of Vegetation that are not covered under the provisions of [Article 14](#). In addition, procedures set forth by Zoning [PPM ZO-O-060](#) – Preservation of Vegetation for Site Development, have been established.

### **Q.2 When is Zoning Preservation of Vegetation required?**

A.2 Zoning applications for Public Hearing and DRO approvals may be conditioned to preserve native vegetation in addition to the required Vegetation Preservation and Protection under the provisions of Article 14. This conditioned preservation is referred to as Zoning Vegetation Preservation.

### **Q.3 Where can I find information regarding the Preservation Vegetation procedures and requirements?**

A.3 Visit the Zoning Web page at: <http://pbcportal.pbcgov.org/PZB/PPMs/ZO-O-060.pdf>

### **Q.4 How does Zoning determine if Zoning Preservation of Vegetation is necessary for a project?**

A.4 In conjunction with an active Public Hearing or DRO Zoning application, the Zoning Project Manager will coordinate an initial site inspection with Landscape Inspectors and Environmental Resource Management (ERM) Staff to determine the site condition and whether or not vegetation preservation (Zoning Vegetation Preservation) is warranted. Contact the Zoning Project Manager assigned to the project for additional questions.

### **Q.5 What type of Trees requires Zoning Preservation?**

A.5 All native vegetation/trees that are not covered under the provisions of [Article 14](#), will be reviewed to determine whether Conditions of Approval for Zoning Vegetation Preservation are appropriate.

### **Q.6 Can an owner remove non-native vegetation before project approval?**

A.6 No. The owner should not remove **any** vegetation before consulting with Zoning and ERM Divisions. Contact Zoning at 561-233-5200 and ERM at 561-233-2473, as soon as possible **prior** to any land clearing activities.

### **Q.7 What are the required documents for Zoning Vegetation Preservation?**

A.7 In conjunction with an active PH or DRO application, the Zoning PM may require a Disposition Chart and a Tree Survey, and other additional plans for final approval, as applicable.

### **Q.8 What is a Disposition Chart?**

A.8 A Disposition Chart is prepared to locate, identify and label all existing native vegetation/trees and to identified those native trees that are to be preserved and protected during site development.

### **Q.9 Can the owner prepare the Disposition Chart?**

A.9 The Disposition Chart and the Tree Survey and all proposed plans shall be prepared by a professional such as an Arborists, Surveyor, Engineer or Architect.

## **Environmental Resources Management (ERM) related issues:**

### **Q.1 What is ERM Vegetation Preservation and Protection?**

A.1 In accordance with [ULDC Article 14, Chapter C](#), Environmental Resources Management (ERM) has the authority to require native trees to be preserved and protected when a site is being developed. This may require separate permits issued by ERM. The permit for Preservation of Vegetation issued by ERM are considered to be separate to the Zoning Preservation of Vegetation that may be conditioned on a site.

### **Q.2 Do I need to apply for a ERM Vegetation of Preservation permit?**

A.2 Prior to any land clearing activities, the applicant should contact ERM to verify if a Vegetation Preservation and Protection application or other permit applications are required. Contact ERM at 561-233-2473.

### **Q.3 Who can I contact in ERM for questions about Vegetation Preservation and Protection?**

- A.3 All requirements and information regarding any Vegetation Preservation and Protection may be obtained by contacting ERM Staff directly at 561-233-2473.

### **Vegetation Barricade Permit - Building:**

#### **Q.1 What is a Vegetation Barricade Permit?**

- A.1 Vegetation Barricade Permit is submitted and issued through the Building Division to satisfy existing conditions of approval on a Development Order. The Vegetation Barricade Permit allows the owner to properly cordoned off and tag preserved trees and/or properly maintain relocated trees as indicated on the approved Disposition Chart and the approved plans.

#### **Q.2 Do I submit the Vegetation Barricade Permit to Zoning?**

- A.2 No, the Vegetation Barricade Permit shall be submitted and will be issued through the Building Division. The Barricade permit will be routed to Zoning Landscape Inspectors for review in conjunction with ERM Staff.

#### **Q.3 How many sets of plans are required for the Vegetation Barricade Permit submittal?**

- A.3 The Building Division requires the completed Standard Building Permit Application Form with 3 (sets) copies of the all supporting documents, such as, approved plans with the Disposition Chart and Justification statement.

#### **Q.4 Where can I download a permit application form?**

- A.4 Visit the Building Division WEB page at: <http://discover.pbcgov.org/pzb/building/pages/forms.aspx>

#### **Q.5 Is the Vegetation Barricade Permit considered a primary or sub-permit?**

- A.5 The Vegetation Barricade Permit is considered as a primary permit as it is a standalone permit.

#### **Q.6 Who do I contact regarding the completion of the Barricade Permit forms?**

- A.6 Contact the Building Division Permit Technician at 561-233-5215 or main at 561-233-5120.

#### **Q.7 Do I need to submit a Notice of Commencement (NOC) for this type of permit?**

- A.7 **No.** NOC is **not** required for this type of permit. The Building permit will be coordinated with the Zoning Division Landscape Inspectors and ERM Staff to ensure that all requirements are met.

#### **Q.8 Do I need inspections for the Vegetation Barricade Permit?**

- A.8 Yes, a final inspection must be scheduled and receive a "Pass" status by the Landscape Inspectors once the protective barricades and tagging are complete. All barricades and tagging must be consistent with the approved Disposition Chart and Site Plans.

#### **Q.9 Who do I call to schedule inspections for the Vegetation Barricade Permit?**

- A.9 An inspection may be scheduled through the automated system by calling 561-355-2222 or by using the online ePZB Scheduler, the barricade permit number is required.

#### **Q.10 Who reviews the Vegetation Barricade Permit application?**

- A.10 The vegetation barricade permit will be submitted and processed through the Building Division and then be routed to the Zoning Landscape Inspectors for review along with designated ERM Staff before approval.

#### **Q.11 How long does it take to receive the Vegetation Barricade Permit?**

- A.11 If all documents are submitted in accordance with [PPM ZO-O-060](#) and ULDC, review may be completed within 10-15 working days. The Building Division will issue the permit when all approvals have been received.

#### **Q.12 What are the costs associated with the Vegetation Barricade Permit?**

- A.12 Fees include permit fee and inspections fees. Contact Building Division for actual costs.

#### **Q.13 What are consequence if a Barricade Permit is not applied for prior to land clearing or construction activity?**

- A.13 In accordance with the ULDC and [PPM ZO-O-060](#) procedures, a flag will be placed in PZB system, and no building permits will be issued for the site until the Barricade Permit is issued and received a "pass" status on the final inspection. Failure to comply with these requirements will result in a Stop Work Order being placed on the site and potential fines assessed.